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ABSTRACT

This document provides extensive annotations for 11 skill standards publications available free from the U.S. Department of Education's Office of Vocational and Adult Education and the National Center for Research in Vocational Education. The following publications are annotated: "Applying the Standard: Using Industry Skill Standards to Improve Curriculum and Instruction" (Klein et al.); "Changes in the Nature and Structure of Work: Implications for Making Sense of Industry-Based Skill Standards" (Bailey, Merritt); "Changes in the Nature and Structure of Work: Skill Requirements and Skill Formation" (Bailey); "Developing a Typology of Skill Standards" (Bailey); "Jobs of the Future and the Skills They Will Require" (Bailey); "Machine Tool Advanced Skills Technology (MAST): Common Ground toward a Standards-Based Training System for the U.S. Machine Tool and Metal Related Industries"; "Occupational Skill Standards Projects, Edition 2" (Lee et al.); "Overview of Skill Standards in the United States and Abroad, Vols. I-IV" (Institute for Educational Leadership); "Skill Standards: A Primer: Voluntary Skill Standards and Certification" (Willis); "Skill Standards: Concepts and Practices in State and Local Education: A Synthesis of Literature and Alternative Conceptual Framework" (Klein); and "Workplace Skills in Practice: Case Studies of Technical Work" (Stasz et al.). A list of 43 skills standards resources and 12 academic skill standards projects is also included. (KC)

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SKILL STANDARDS PUBLICATIONS

Applying the Standard: Using Industry Skill Standards to Improve Curriculum and Instruction, 1996, Klein, S., et. al. This is a two-volume study that reports on the progress of state skill standards systems and the impact of skill standards on local curriculum in four states. An executive summary that includes recommendations for policy makers, employers, and educators is also available. MPR Associates, Inc. Supported by the Office of Vocational and Adult Education, U.S. Department of Education.

Changes in the Nature and Structure of Work: Implications for Making Sense of Industry-Based Skill Standards, 1995, Bailey, T. and Merritt. D. Report evaluates the twenty-two skill standards pilot projects funded by the Departments of Education and Labor. Supported by the National Center for Research in Vocational Education, U.S. Department of Education.

Changes in the Nature and Structure of Work: Skill Requirements and Skill Formation, 1990, Bailey, T. Report analyzes how changes in the economy and workplace are affecting the skill required on the job and the institutional processes through which these skills are acquired. Supported by the National Center for Research and Vocational Education, U.S. Department of Education.

Developing a Typology of Skill Standards, 1996, Bailey, T. Building on the 1995 evaluation of the twenty-two skill standards pilot projects funded by the U.S. Departments of Education and Labor, this study develops a conceptual framework/typology which encompasses the different approaches to skills standards development, both in the U.S. and abroad. Supported by the National Center for Research in Vocational Education, U.S. Department of Education.

Jobs of the Future and the Skills They Will Require, 1990, Bailey, T. Report describes the skills and education which will be needed to succeed in the workplace of the future. Supported by the National Center for Research in Vocational Education, U.S. Department of Education.

Machine Tool Advanced Skills Technology (MAST): Common Ground Toward a Standards-Based Training System for the U.S. Machine Tool and Metal Related Industries, 1996. The overall goal of MAST is to "Identify skill standards tied to the emerging needs of the workplace in the machine tool and metals-related industries, and to ensure the integration of these

U.S. Department of Education
Division of National Programs

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standards within secondary and postsecondary curricula and pedagogy." Supported by the Office of Vocational and Adult Education, U.S. Department of Education. This 15 volume set includes an executive summary, curriculum training materials and skill standards for the following speciality areas:

1. Machining
2. Manufacturing Engineering Technology
3. Mold Making
4. Welding
5. Industrial Maintenance
6. Sheet Metal and Composites
7. Tool and Die
8. Computer-Aided Drafting and Design
9. Computer-Aided Manufacturing and Advanced CNC
10. Instrumentation
11. Laser Machining
12. Automated Equipment Technology

Occupational Skill Standards Projects, Edition 2, 1996, Lee, C. S., DeWitt, C., and Litman, R. Provides an update of the twenty-two skill standards pilot projects funded by the U.S. Departments of Education and Labor. These projects are:

INDUSTRY & LEAD ORGANIZATION	OCCUPATIONAL AREAS
Advanced High Performance Manufacturing National Coalition for Advanced Manufacturing	Technical workers
Agricultural Biotechnology National FFA Foundation	Agricultural biotechnology technician
Air Conditioning, Heating, and Refrigeration V-TECS Southern Association of Colleges and Schools	Air conditioning, heating, and refrigeration technician
Automobile, Autobody, Medium/Heavy Truck Technician National Automotive Technicians Education Foundation (NATEF)	Automobile, autobody, and medium heavy truck technicians

Bioscience Education Development Center	Bioscience technical specialists
Chemical Process Industries American Chemical Society	Chemical laboratory technicians and process technical operators
Computer-Aided-Drafting and Design National Coalition for Advanced Manufacturing	Many occupations involving design or manufacture of a product
Electrical Construction National Electrical Contractors Association	Electrical construction worker, electrical line construction worker, and electrical residential construction worker
Electronics (ED) Electronics Industries Foundation	Entry-level electronics technician
Electronics (DOL) American Electronics Association	Manufacturing specialist, manufacturing specialist team leader administrative information services support, and pre/post sales
Grocery Grocers Research and Education Foundation	Customer service/stock associate and front-end associate
Hazardous Materials Management Technology Center for Occupational Research and Development (CORD)	Materials management technician
Health Care WestED	Health care core and 4 occupational clusters; therapeutic, diagnostic, information services, and environmental services

Heavy Highway/Construction and Environmental Remediation (Draft) Laborers-AGC Education and Training Fund	Pipe laying work, concrete work, lead remediation, and petroleum chemical remediation
Hospitality and Tourism Council on Hotel, Restaurant and Institutional Education (CHRIE)	Front line positions in lodging and in food
Human Services Human Services Research Institute	Clusters - encompasses case managers, job coaches and residential support staff
Industrial Laundry Uniform and Textile Service Association	Production worker and maintenance technician
Metalworking National Institute for Metalworking	Machining, industrial equipment, tooling and metalforming technicians
Photonics Center for Occupational Research and Development	Photonics technicians including specialty areas such as defense/public safety, medicine, and communications
Printing Graphics Arts Technical Foundation	Pre-press imaging, press and binding, finishing and distributing
Retail Trade National Retail Trade	Professional sales associates
Welding - Levels I, II, and III American Welding Society	Semiskilled production worker requiring significant supervision

Overview of Skill Standards in the United States and Abroad, 4 vols, 1993, Institute for Educational Leadership. Sponsored by the Office of Vocational and Adult Education, U.S. Department of Education.

Volume I Overview of Education and Industry Skill Standards Systems in the United States and Other Countries. An introduction to the issues, terminology and practice, including recommendations for the development of a U.S. system.

Volume II Education Driven Skill Standards Systems in the United States. How states have developed standards for their education system, including a state-by-state inventory of skill standards processes, financing, and leadership.

Volume III Industry Driven Skill Standards Systems in the United States. Profiles of existing skill standards/certification systems managed by business, professional and trade associations.

Volume IV Skill Standards Systems in Selected Countries. Information on skill standards systems in Germany, Japan, Australia, Denmark, Canada and the United Kingdom and the lessons those systems have for the development of the U.S. system.

Skill Standards: A Primer: Voluntary Skill Standards and Certification, 1995, Wills, J. Reports provides a brief introduction to the skill standards issues facing the National Skill Standards Board, the experiences of other nations and related areas. Institute for Educational Leadership. Sponsored by the American Youth Policy Forum.

Skill Standards: Concepts and Practices in State and Local Education: A Synthesis of Literature and Alternative Conceptual Framework, 1996, Klein, S.G. This report describes and analyzes different approaches to conceptualizing and implementing skill standards. MPR Associates, Inc. Supported by the National Center for Research in Vocational Education, U.S. Department of Education.

Workplace Skills in Practice: Case Studies of Technical Work, 1996, Stasz, C. , et.al. This study explores skills and work-related dispositions in technical work. It adopts a sociocultural approach to closely examine skills in seven target jobs work sites representing diverse industries: health care, traffic management, transportation, and semiconductor manufacturing. It explores employers' strategies for obtaining the skills they need under conditions of technological or organizational change. RAND. Supported by the National Center for Research in Vocational Education, U. S. Department of Education.

THESE PUBLICATIONS MAY BE OBTAINED, FREE, by writing or calling:

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Business and Education Standards Program
Office of Vocational and Adult Education
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OTHER SKILL STANDARDS RESOURCES

Aguirre International 4630 Montgomery Avenue, Suite 600, Bethesda, MD 20814, phone (301) 654-8800, fax (301) 654-9120.

American Association for Career Education 2900 Abby Place, Hermosa Beach, CA 90254-2216, phone (310) 376-7378, (310) 376-2926, fax (310) 374-1360, (310) 798-3131.

American Association of School Administrators 1801 North Moore Street, Arlington, VA 22209, phone (703) 528-0700, (888) 782-2272.

American Federation of Teachers, 555 New Jersey Avenue, NW, Washington, DC 20001, phone (202) 879-4400.

American Society for Training and Development 1640 King Street, Box 1443, Alexandria, VA 22313-2043, phone (703) 683-8100.

American Vocational Association 1410 King Street, Alexandria, VA 22314, phone (800) 826-9972, fax (703) 683-7424.

Association for Supervision and Curriculum Development 1250 North Pitt Street, Alexandria, VA 22314-1453, phone (800) 933-2723, fax (703) 549-9110.

Brookings Institution Department 029, Washington, DC 20042-0029, phone (800) 275-1447, (202) 797-6258, fax (202) 797-6004.

Business Coalition for Education Reform c/o National Alliance of Business, 1201 New York Avenue, NW, Suite 700, Washington, DC 20005, phone (800) 787-2848, internet, http://www.bcer.org.

Coalition for Goals 2000 School of Education and Human Development, George Washington University, Washington, DC 20052, phone (202) 835-2000, fax (202) 659-4494.

Council of Chief State School Officers One Massachusetts Avenue, NW, Washington, DC, 20001-1431, phone (202) 336-7006, (202) 336-7049.

Education Commission of the States 707 17th Street, Suite 2700, Denver, CO 80202-3427, phone (303) 299-3600, fax (303) 296-8332, internet, http://www.ecs.org.

Education Leaders Council 1001 Connecticut Avenue, NW, Suite 204, Washington, DC 20036, phone (800) 521-2118, fax (202) 822-5077.

EDSource 4151 Middlefield Road, Suite 100, Palo Alto, CA 94303-4743, phone (415) 857-9618, fax (415) 323-0190.

Education Week Special Reports 4301 Connecticut Avenue, NW, Washington, DC 20009, phone (202) 686-0800.

Educational Testing Service P.O. Box 6710, Princeton, NJ 08541-6710, phone (800) 223-0267.

Illinois Occupational Skill Standards and Credentialing Council Business, Community, and Family Partnerships, Illinois State Board of Education, 100 N. First Street, Springfield, IL 62777, phone (217) 782-4877.

Institute for Educational Leadership, Inc., 1001 Connecticut Avenue, NW, Suite 310, Washington, DC, 20036, phone (202) 822-8405, fax (202) 872-4050.

Machine Tool Advanced Skill Technology (MAST) Texas State Technical College, 3801 Campus Drive, Waco, TX 76705, phone (817) 867-3380, fax (817) 867-3380.

MegaSkills MegaSkills Center, 1500 Massachusetts Avenue, NW, Washington, DC 20005, phone (202) 466-3633.

Mid-Continent Regional Educational Laboratory 2550 South Parker Road, Suite 500, Aurora, CO 80014, phone (303) 337-0990, fax (303) 337-3005, internet, http://www.mcrel.org.

National Alliance of Business 1201 New York Avenue, NW, Suite 700, Washington, DC, 20005-3917, phone (202) 289-2800, (800) 787-2848, fax (202) 289-1303.

National Assessment Governing Board 800 North Capitol Street, NW, Suite 825, Washington, DC, 20002, phone (202) 357- 6938, fax (202) 357-6945.

National Association of Elementary School Principals 1615 Duke Street, Alexandria, VA 22314-3483 phone (703) 684-3345, fax (703) 549-5568.

National Association of Secondary School Principals 1904 Association Drive, Reston, VA 20191-1593, phone (800) 253-7746, (703) 860-0200, fax (703) 476-9321.

National Association of State Directors of Vocational-Technical Education 444 North Capitol Street, NW, Suite 830, Washington, DC 20001, phone (202) 737-0303.

National Business Education Association 1914 Association Drive, Reston, VA 20191, phone (703) 860-8300.

National Center on Education and the Economy 700 11th Street, NW, Suite 750, Washington, DC 20001, phone (202) 783-3668, fax (202) 783-3672.

National Center for Research in Vocational Education (NCRVE) Graduate School of Education, University of California at Berkeley, 2150 Shattuck Avenue, Suite 1250, Berkeley, CA 94720-1674, phone (800) 637-7652.

National Center for Research on Evaluation, Standards, and Student Testing and the UCLA Center on the Study of Evaluation Graduate School of Education, University of California, 405 Hilgard Avenue, 1320 Moore Hall/Mailbox 95122, Los Angeles, CA 90024-1522, phone (310) 206-1532, (310) 206-1532, internet, http://www.cse.ucla.edu.

National Education Goals Panel 1255 22nd Street, NW, Suite 502, Washington, DC 20037, phone (202) 632-0952, fax (202) 632-0957.

National Governors Association 444 North Capitol Street, NW, Suite 267, Washington, DC 20001-1512, phone (202) 624-5300.

National School Boards Association 1680 Duke Street, Alexandria, VA 22314, phone (703) 838-6722, fax (703) 683-7590.

National School to Work Office 400 Virginia Ave, SW, Room 210, Washington, DC 20024, phone (202) 401-6222, fax (202) 401-6211, internet, http://www.stw.ed.gov.

National Skill Standards Board 1441 L Street, NW, Suite 9000, Washington, DC 20005-3512, phone (202) 254-8628, fax (202) 254-8646, internet, http://www.nssb.org.

Skill Standards in Connecticut Connecticut Business and Industry Association, 370 Asylum Street, Hartford, CT 06103-20022, phone (203) 244-1900.

Texas Skill Standards Research & Communications Projects University of Texas at Brownsville, 80 Fort Brown, South Building, #246, Brownsville, TX 78520, phone (210) 544-8981/903/935-1010, internet, http://www.ehrd.tamu.edu/skillssshomepg.htm.

U.S. Chambers of Commerce Center for Workforce Preparation 1615 H Street, NW, Washington, DC 20062-2000, phone (202) 463-5525, (202) 659-6000, fax (202) 463-5730.

U.S. Department of Education, Office of Vocational and Adult Education 330 C. Street, SW, Washington, DC 20202, internet, http://www.edgov.ovae.

U.S. Department of Labor, Employment and Training Administration, Office of Public Affairs, 200 Constitution Avenue, NW, South 4206, Washington, DC 20210, phone (202) 219-6871.

Vital Link American Business Conference, 1730 K Street, NW, Suite 1200, Washington, DC 20006, phone (202) 822-9300.

Workforce Skills Program National Center on Education and the Economy, 700 Eleventh Street, NW, Suite 750, Washington, DC 20001, phone (202) 783-3668.

Work Keys Work Keys Client Services, ACT, P.O. Box 168, Iowa City, IA 52243-0168, phone (800) 967-5539.

ACADEMIC SKILL STANDARDS PROJECTS

Arts Consortium of National Arts Education Associations, based at the Music Educators National Conference, 1806 Robert Fulton Dr., Reston, VA 22091, phone (703) 860-4000.

Civics Center for Civic Education, 5146 Douglas Fir Road, Calabasas, CA 91302-1467, phone (818) 591-9321.

English International Reading Association, 800 Barksdale Road, P.O. Box 8139, Newark, DE 19714-8139, phone (302) 731-1600.

English National Council of Teachers of English, 1111 N. Kenyan Road, Urbana, IL 61801-1096, phone (217) 328-3870.

Foreign Languages American Council on the Teaching of Foreign Languages, Six Executive Plaza, Yonkers, NY 10701-6801, phone (914) 963-8830 (800) 627-0629.

Geography National Geography Society, 1145 17th St., NW, Washington, DC 20036-4688, phone (202) 775-6701.

Health Association of the Advancement of Health Education, 1900 Association Dr, Reston, VA 22091, phone (703) 476-3441.

History National Center for History in the Schools, 1100 Glendon Ave., Suite 927, Box 951588, Los Angeles, CA 90095-1588, phone (310) 206-6093.

Mathematics National Council of Teachers of Mathematics, 1906 Association Dr., Reston, VA 22091-1593, phone (703) 620-9840.

Physical Education National Association for Sports and Physical Education, 1900 Association Dr., Reston, VA 22091, phone (703) 476-3461, (800) 321-0789.

Science American Association for the Advancement of Science, 1333 H. St., NW, Washington, DC 20005, phone (202) 326-6666.

Social Studies National Council for the Social Studies, 3501 Newark St., NW, Washington, DC 20016, phone (202) 966-7840.